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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 29 November 1961

FROM : Deputy Chief, Language Training

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

25X1A 1. A complete inventory of our Slavic tape holdings in our language laboratories is being made. A considerable number of items, of limited value, have been discarded. On the other hand, more materials are being recorded by [REDACTED] and others. These include: Naval Intelligence School's Russian text used in our intermediate classes, Potapova's Beginning Russian (published in USSR), and Army Language School Bulgarian course, secured through [REDACTED] one of our tutorial instructors.

25X1A [REDACTED] addressed the Kober Medical and Dental Society of Washington at the Army and Navy Town Club. The subject: Linguistic Communication in the Space Age. He touched on Esperanto, Interlingua, Basic English, World French, and the problem of eventual extra-terrestrial communication. There was considerable interest and the discussion period had to be cut short.

25X1A 2. The French Basic full-time class held its mid-term session [REDACTED] three days last week. It was a very profitable session for all 5 students and the 3 instructors involved.

25X1A 3. The new Chinese Basic full-time course has started with 3 young ladies [REDACTED]. We expect the addition of a man as soon as he is cleared. The first half of the new Agency course in Chinese is being used with this class. Upon its completion the class will revert to Speak Chinese, the point where the Yale materials introduce Chinese characters with Book I of Read Chinese.

25X1A [REDACTED] is carrying the main load as contract instructor with this course. [REDACTED] is sharing the load with a few hours a week. [REDACTED] has helped compose the last few Agency lessons this class will use and has made the tapes for them. Her proficiency in both fields has proved to be outstanding.

The Chinese Department is also making the usual contribution to the China Familiarization course this week.

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4. Another student was added to the full-time special tutorial in Spanish which has been conducted since early October for a JOT with the Office of the DCI. The new student, from WH Division, was thoroughly tested and found to be at approximately the same level as the other student.

5. Mid-semester point for the Voluntary Language Training Program was 15 November, 10 1/2 weeks after the beginning of the semester. One hundred fifty students were still attending class. This is 71.7% of our enrollment at the beginning. On 27 November there were only 137 students left; three of these had had to drop out because of inability to arrange transportation to and from Langley. One other student was left without a class when our only section of Russian 101 (Elementary) had to be discontinued on 24 November.

In all, we have discontinued 3 classes this semester compared to our last semester record of no classes lost. All the students in the Spanish 101 and French 101 classes which had to be discontinued were transferred to other sections.

Six VLTP instructors have now observed at least 2 hours each of daytime instruction, all in French, at the elementary level. Six more are scheduled to observe daytime classes this week and next, two in Italian (elementary), two in French (intermediate), and two in Spanish (elementary).

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6. [REDACTED] held a discussion concerning oral testing standards, methods, and grading. Preliminary proposals were made toward effecting indirect grading by introducing several detailed categories, including grammar, vocabulary, and fluency, to replace the single general term, speaking. Varied methods of grading for the categories were also discussed, as a means of further controlling grading.

7. Plans are being made to change the present method of scheduling tests so that during the first six months of 1962 two testing days will be offered weekly, for tests in any desired language. An Agency notice containing details about the new type of schedule is expected to be issued within a few weeks.

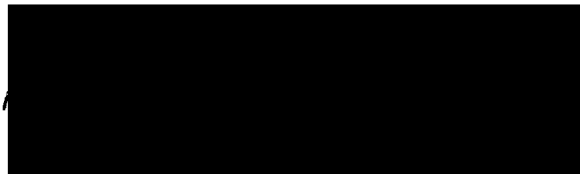
8. During the past two weeks seventy written proficiency tests were given in Croatian, Dutch, Finnish, French, Greek, Italian, Portuguese, Russian, Slovak, Spanish and Swedish. Thirty-four of the candidates were from DD/P and thirty-six from other components.

Twenty-nine oral proficiency tests were given during the past two weeks in Dutch, Finnish, French, German, Portuguese, Spanish and Swedish. Twenty of the candidates were from DD/P and nine from other components.

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Forty-eight Language Award certificates were forwarded to the Registrar this past week.



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